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MEMORANDUM FOR: CHIEF, WESTERN HEMISPHERE DIVISION

17 April 1962

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ATTENTION :

SUBJECT : Delegation of Authority

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For the purpose of constructing, maintaining and operating [REDACTED] there is hereby delegated to the [REDACTED] the general supervision of the [REDACTED]

1. The authority to fix wages and salary payments for all locally hired personnel consistent with local prevailing wages and salary rates.

2. The authority to enter into and sign contracts on behalf of the Government in accordance with existing laws and regulations for the following purposes:

a. Contracts and/or expenditures for the construction, alteration and renovation of buildings and other appurtenances, provided that such contracts in excess of \$2,000.00 will be first approved by the Deputy Director (Administration) or his designee.

b. Procurement of supplies, equipment, and services from both private and Government sources as authorized by published policies and regulations, within approved allotments, and in conformity with Confidential Funds Regulations [REDACTED] unless otherwise limited by instructions from the Deputy Director (Administration) or his designee.

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3. The authority to use recreational equipment to provide a minimum recreational program when necessary for morale purposes.

4. The authority to register vehicles as required and pay fees in connection therewith.

5. a. Personnel.

The authority to administer and initiate all personnel actions authorized Chief's of Station in CIA regulations and publications. Exceptions to established policy will be submitted to headquarters for prior review and approval.

b. Security.

The authority to establish and maintain security at the project in accordance with the policies of CIA relating to security and as outlined in detail for certain specific items

covered in the survey report of the Inspection Division, IASO. Security problems peculiar to the project, not embraced by CIA policies, will be referred to Western Hemisphere Division for coordination with IASO for prior review and approval.

c. Finance.

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The authority granted to Chiefs of Station in Confidential Funds Regulations [REDACTED] In addition, in recognition of the types of individuals to be entertained in the accomplishment of this mission an entertainment allowance not to exceed \$2,000 per year is authorized. Accounting for this allowance will be in accordance with Confidential Funds Regulations.

d. Transportation.

The authority to approve local transportation where necessary to accomplish his mission. All transportation outside the area of the jurisdiction of the [REDACTED] will be effected by and coordinated with headquarters.

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e. Medical.

The authority (to be exercised through the Surgeon) to assume the following responsibilities under the technical supervision of, and in accordance with the policies of the CIA Medical Office.

(1) The diagnosis, treatment and disposition of all illnesses and injuries among all personnel under the jurisdiction of his command.

(2) The hospitalization, transportation and evacuation of all patients included under (1) above.

(3) The physical and laboratory examination of all individuals as determined by him to be necessary in properly screening and evaluating personnel.

(4) The determination of compensability of illnesses and injuries incurred, with respect to the provisions of individual contracts or Employees' Compensation Act in accordance with [REDACTED]

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(5) The survey, planning and implementation of all epidemiology and preventive medicine measures, including

immunization and sanitation, as he deems necessary in maintaining the health of the command.

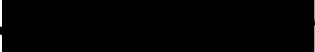
(6) The selection, requisitioning, storage, issue and utilization of all medical supplies and equipment.

(7) The establishment of authorization with local military or civilian officials as required in order to meet problems involved in death and burial in accordance with existing regulations and security.

WALTER REID WOLF
Deputy Director, Administration

Recommend approval:

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Deputy Director, Plans

WJW/JCK/MS:cdk
26 March 1952

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